

**MINUTES
REGULAR MEETING
UTILITY SERVICE BOARD
JUNE 16, 2014**

The Regular Meeting of the Utility Service Board of the City of Jasper, Indiana, was held in the Council Chambers of City Hall in Jasper at 7:00 PM on Monday, June 16, 2014.

The meeting was called to order by Chairman Wayne Schuetter.

UPON CALL OF THE ROLL, THE FOLLOWING WERE PRESENT:

Wayne Schuetter – Chairman
Rick Stradtner – Vice Chairman
Doug Schulte – Secretary
Alex Emmons – Wastewater Commissioner
Ken Sendelweck – Electric Commissioner
Dave Hurst – Water Commissioner

ALSO PRESENT:

Jerry Schitter – Electric Distribution Manager
Ernie Hinkle – Gas & Water Manager
Ed Hollinden – Wastewater Manager
Bud Hauersperger – General Manager
Renee Kabrick – City Attorney
Ashley Kiefer – Office Manager

ABSENT:

Keith Masterson – Gas Commissioner

PLEDGE OF ALLEGIANCE (DVD-00:45)

Chairman Wayne Schuetter led the Pledge of Allegiance.

QUOTE OPENING: TRAILER MOUNTED VACUUM – WASTEWATER (DVD-01:06)

Bud Hauersperger stated that he received only one quote for the trailer mounted vacuum. Hauersperger opened the quote and read it aloud as follows:

- | | |
|---|-------------|
| 1. Geiger Trenchless Solutions, LLC
Warsaw, IN | \$88,945.00 |
|---|-------------|

The quote only included a Nepotism Policy Affirmation and an Affidavit Regarding Non-responsibility. The Non-Collusion Affidavit and the Indiana Legal Employment Declaration were not included. Hauersperger will contact Geiger Trenchless Solutions for these forms.

Ed Hollinden stated that he did request three quotes for the trailer mounted vacuum. Midwest Underground Supply and Key Equipment and Supply did not submit a quote. Hollinden asked for the Board's permission to take the quote under advisement. The Capital Expenditure amount approved for the trailer mounted vacuum was \$94,000.

Alex Emmons made a motion to give Hollinden permission to take the quote under advisement. Doug Schulte seconded the motion. Motion approved, 6-0.

QUOTE OPENING: MANHOLE RE-LINING – WASTEWATER (DVD-04:19)

Bud Hauersperger stated that he received only one quote for the manhole re-lining. Hauersperger opened the quote and read it aloud as follows:

1. Spectra Tech \$240.00/vertical foot
Noblesville, IN

The quote included a Non-Collusion Affidavit, an Indiana Legal Employment Declaration, a Nepotism Policy Affirmation, and an Affidavit Regarding Non-responsibility.

Hollinden stated that he did request three quotes for the manhole re-lining. Advance Rehabilitation and Red Horse did not submit quotes. Hollinden stated that the manhole re-lining was a not-to-exceed \$30,000 in the 2014 Capital Expenditure plan, and the price of \$240/vertical foot was the same as last year. Hollinden asked for permission to accept the quote if it meets specifications.

Ken Sendelweck made a motion to give Hollinden permission to move forward with the manhole re-lining project with Spectra Tech if all specifications are met. Dave Hurst seconded the motion. Motion approved, 6-0.

APPROVAL OF MINUTES (DVD-06:41)

Chairman Wayne Schuetter presented the minutes of the May 19, 2014 Regular Meeting and there being no corrections or amendments, asked for a motion to approve the minutes. Doug Schulte made a motion to approve the minutes of the meeting as presented. Rick Stradtner seconded the motion. Motion approved, 6-0.

EASEMENT VACATION REQUEST- PETITION TO VACATE PORTION OF PUBLIC UTILITY & DRAINAGE EASEMENT – LOT 16 MARYVILLE SECOND ADDITION
(DVD-07:03)

Phil Buehler with Brosmer Land Surveying, on behalf of Schroering Rentals, requested to vacate a portion of a public utility and drainage easement on Lot 16 in the Maryville Second Addition. The property is located just east of the Southern Hills Counseling Center. There are two vacant lots located on the west side which are owned by Schroering Rentals.

Lot 16 has a 10foot Public Utility and drainage easement on the east side of the lot and a 20foot Public Utility and drainage easement on the north side of the lot. The part that is asked to be

vacated is south 5foot of the 25foot easement. This vacation would allow for two duplexes to be built on the lots, one on each lot for better spacing.

There are no utilities in the public utility and drainage easement. Department Managers have no problems with the vacation.

Doug Schulte made a motion to recommend to the Common Council the vacation of 5 feet of the Public Utility and Drainage easement on Lot 16 in the Maryville Second Addition. Rick Stradtner seconded the motion. Motion approved, 6-0.

USED TRANSFORMERS (DVD-13:52)

Jerry Schitter informed the Board that while cleaning up the transformer yard he found three sets of aluminum I-beams. The City no longer has much use for them. Schitter would like to keep one set and dispose of the other two. Dubois REC still uses these I-beams and would like to purchase them for \$995 a set or a total of \$1,990.00 for both sets. The I-beams are not an inventory item.

Ken Sendelweck made a motion to give Schitter permission to sell the 2 sets of aluminum I-beams to Dubois REC for a total of \$1,990.00. Rick Stradtner seconded the motion. Motion approved, 6-0.

ELECTRIC PLANNING COMMITTEE REPORT (DVD-16:36)

Ken Sendelweck, Chairman of the Electric Planning Committee, stated that the Committee did not meet during the past month.

3RD AVENUE PROJECT – SUBSTANTIAL COMPLETION (DVD-16:41)

Ernie Hinkle informed the Board that during the Utility Service Board meeting held on March 17, 2014, Derick Wiggins, with Midwest Engineers, informed the Board that the 3rd Avenue project was substantially complete. Hinkle asked for the Board members to approve the certificate for substantial completion for the 3rd Avenue project.

Rick Stradtner made a motion to approve the certificate of substantial completion for the 3rd Avenue project. Dave Hurst seconded the motion. Motion approved, 6-0.

GAS PLANNING COMMITTEE REPORT (DVD-17:40)

Wayne Schuetter, Chairman of the Utility Service Board, stated that the Gas Committee did not meet during the past month.

WATER PLANNING COMMITTEE REPORT (DVD-17:48)

Dave Hurst, Chairman of the Water Planning Committee, stated the Committee did meet on June 13, 2014. At the meeting the Committee discussed the Beaver Lake spillway and a filtration operator position.

Bud Hauersperger stated that he received a proposal from Christopher B. Burke Engineering, LLC, (CBBEL) for engineering services to raise the Beaver Lake spillway level. The proposal

was not-to-exceed \$32,000. Hauersperger said that another proposal may be obtained from surveyors to shoot survey markers at various points around Beaver Lake to show the public what the “new” levels around the lake would look like prior to the construction work to the spillway level. This would be an additional expense on top of the proposed \$32,000 for engineering services. The Committee agreed to recommend to the Utility Service Board to accept the engineering proposal from CBBEL for a not-to-exceed \$32,000 to engineer raising the Beaver Lake spillway.

Chairman Schuetter stated that a long-term lake management plan was discussed with Beaver Lake property owners and the Park Department. At this time there is no plan in place to outline who pays for any projects or long-term maintenance needs at the lake. Chairman Schuetter stated that a plan needs to be put in place to determine how to pay for maintenance expenses long term.

Chairman Schuetter stated that at the Committee meeting an increase in the land owners rent at Beaver Lake was discussed. This increase would be put into the lake maintenance fund.

Chairman Schuetter stated that the lake level now is the level it should have always been per Morley and Associates. The City does rely on Beaver Lake as a back-up for water supply if needed due to drought circumstances. Schuetter feels that the first step is going ahead with the proposal from CBBEL for the engineering to raise the spillway. DNR will have to approve all plans before proceeding with raising the spillway.

Dave Hurst made a motion to approve the proposal from CBBEL for a not-to-exceed \$32,000 to engineer raising the Beaver Lake spillway. Doug Schulte seconded the motion. Motion approved, 6-0.

At the Committee meeting Ernie Hinkle asked for permission to hire another Water Filter Operator. Another operator is needed due to the new UV system being installed to meet IDEM specifications, as well as retirements of current employees coming up in the next 2 to 3 years. Hinkle stated that the Salary Ordinance currently approves 6 operator positions and 2 mechanic positions. There are currently 6 operators and 1 mechanic on staff. Hinkle would like to move 1 operator to the open mechanic position, since an operator license is required for the mechanic position, and then replace the open operator position.

The Committee agreed to recommend to the Board proceeding with hiring another filter operator employee.

Rick Stradtner made a motion to approve hiring another filter operator employee. Dave Hurst seconded the motion. Motion approved, 6-0.

The Committee also discussed the UV equipment purchase from Trojan Technologies. Attorney Kabrick said that the City is still working on the contract terms for the purchase. Kabrick stated that she has reviewed the warranty provisions and the bid documents from Trojan Technologies. She said there are three significant differences in the documents. Attorney Kabrick will contact Trojan Technologies to schedule a meeting to review the differences.

WASTEWATER PLANNING COMMITTEE REPORT (DVD-26:08)

Alex Emmons, Chairman of the Wastewater Planning Committee, stated the committee did not meet during the past month.

UMBAUGH – WASTEWATER RATE STUDY (DVD-26:22)

Bud Hauersperger received a proposal from Umbaugh for a Wastewater rate study. Due to the City's bonds, we are required to have a rate study done every two years. The last Wastewater rate study was done in 2012. The quote from Umbaugh was \$10,500, which is \$1,000 more than 2 years ago when the last rate study was performed.

Alex Emmons made a motion to approve Umbaugh's proposal to perform a Wastewater rate study for not-to-exceed \$10,500. Doug Schulte seconded the motion. Motion approved, 6-0.

UMBAUGH – TRACKER PROPOSAL (DVD-27:51)

Bud Hauersperger stated that Umbaugh reviewed our tracker methods during the Electric rate study which was done. The City has decided to use the IMPA tracking method verses our current tracker method. Hauersperger stated that switching the tracking methods will take time and be a little tricky. Hauersperger would like Umbaugh to help with this transition. Umbaugh submitted a proposal for \$4,000 for an initial start-up fee and monitoring. An additional \$1,000 will be charged quarterly for upgrades and monitoring. Hauersperger feels that three quarters of upgrades and monitoring from Umbaugh will be sufficient. At that time, the Utilities Controller will be trained to make these changes quarterly.

Ken Sendelweck made a motion to hire Umbaugh for \$4,000 for an initial start-up fee for the new electric tracker, plus an additional \$1,000 per quarter for not-to-exceed three quarters for monitoring and calculating the tracker. Rick Stradtner seconded the motion. Motion approved, 6-0.

FINANCE COMMITTEE REPORT & PRESENTATION OF CLAIM DOCKET (DVD-31:24)

Doug Schulte reported the Finance Committee had met and reviewed the claims on the Claim Docket.

The Finance Committee recommended approval of the claims as presented.

Dave Hurst made a motion to approve the claims as presented. Alex Emmons seconded the motion. Motion approved, 6-0.

There being no further business to come before the Board, the meeting was adjourned at 7:32PM upon motion by Alex Emmons and second by Doug Schulte. Motion approved, 6-0.

The minutes were hereby approved _____ with X without corrections this _____ day of _____, 2014.

Attest: _____
Secretary Chairman